

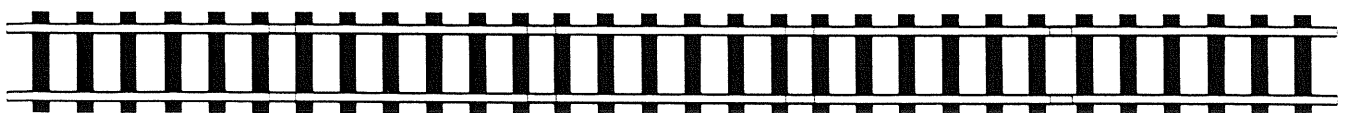


through People, Parks & Programs

Kids Junction

Parent Handbook

2010-2011





PROGRAM PHILOSOPHY

Kids Junction provides a fun and safe environment while building self-esteem and a sense of belonging. We respect the uniqueness and individuality of all children. Using the knowledge of fundamental principles of child development, we support the social, emotional, and cognitive growth of the school-age child. Kids Junction is committed to providing an atmosphere where everyone can express their creativity and build long lasting friendships.

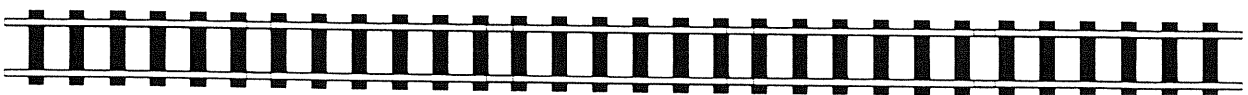


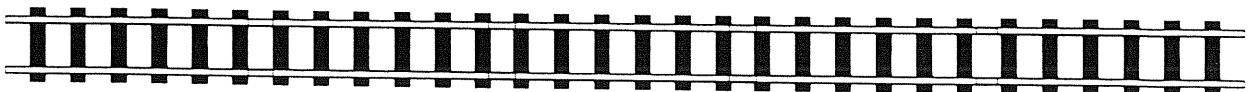
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The Kids Junction program, offered by Rocklin Department of Community Services, Facilities Division, is a state-licensed, self-supporting before and after school recreation program which offers supervised activities. The City of Rocklin Kids Junction program is open to all elementary school-age children entering grades K-6.

Daily activities may include: games, arts and crafts, sports, snack, homework, and fun play. Activities are supervised by qualified recreation staff. Children are encouraged to be actively involved, so that they learn to develop social skills and make responsible choices within the structure of the program.

This handbook is designed to help you become familiar with the City of Rocklin Kids Junction program. This important information is provided to inform you of the policies of the program.



PROGRAM INFORMATION

LOCATIONS:

Antelope Creek School

6185 Springview Drive
Phone: 625-5257
Lic. #310319518

Breen School

2751 Breen Drive
Phone: 625-5256
Lic. #313600759

Cobblestone School

5740 Cobblestone Drive
Phone: 625-5250
Lic. #310317728

Parker Whitney School

5145 Topaz Avenue
Phone: 625-5251
Lic. #310317730

Rock Creek School

2140 Collet Quarry
Phone: 625-5266
Lic. #313608454

Rocklin School

5025 Meyers Street
Phone: 625-5258
Lic. #31319106

Ruhkala School

6530 Turnstone Way
Phone: 625-5243
Lic. #313610991

Sierra School

6811 Camborne Way
Phone: 625-5253
Lic. #313606992

Sunset Ranch School

2500 Bridlewood Drive
Phone: TBA
Lic. #

Twin Oaks School

2835 Club Drive
Phone: 625-5252
Lic. #313604925

Valley View School

3000 Crest Drive
Phone: 435-3571
Lic. #313606991

The City of Rocklin, Kids Junction, and the Rocklin Unified School District (R.U.S.D) are **not** able to provide transportation to and from the sites.

HOURS AND DAYS OF OPERATION

School Days: Monday-Friday, 7:00a.m.—6:00p.m. After school Kindergarten program is available. Staff will walk kindergartners to and from their classroom at scheduled class time. 1st-6th grade children are responsible for walking themselves to Kids Junction. Kids Junction will accommodate children on minimum days.

School Holidays: We observe the same holiday schedule as the Rocklin Unified School District. All Holidays are listed below.

Specialty Camps: Specialty camps will be held during the fall, winter, spring, and summer breaks. Camp hours are: Monday – Friday from 7:00 a.m. until 6:00 p.m. A separate registration is required for the camps. Kids Junction participants are given priority registration two weeks prior to the open registration date. Details regarding the camps are listed in this handbook, see page 14.

Kids Junction will be closed:

Labor Day: 9/6/10

Veteran's Day: 11/11/10

Staff Development Day: 11/12/10

Thanksgiving Break: 11/22-11/26/10

Winter Break: 12/20-12/31/10

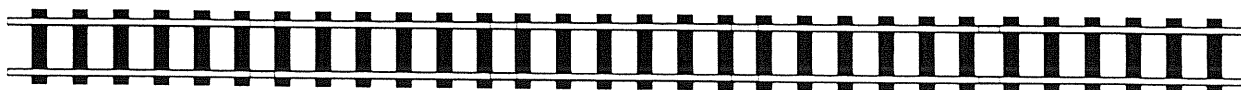
Martin Luther King Day: 1/17/11

President's Day: 2/11 & 2/14/11

Spring Break: 4/18-4/22/11

Staff Development Day: 4/25/11

Memorial Day: 5/30/11



ADMISSION & REGISTRATION

SCHOOL YEAR

Kids Junction participants may register in April during priority registration for the City of Rocklin Kids Junction program for the following school year. Siblings of current Kids Junction participants will also be given priority registration. A minimum of two consistent days per week are required upon enrollment. Open registration will follow in May.

Registration materials for the regular school year may be obtained from the Rocklin Sunset Center, 2650 Sunset Blvd. and at all the Kids Junction sites. **A completed, signed registration packet, parent contract, and a registration fee per child is required at time of sign-up. No refund of registration fees and/or daycare will be given unless the program is cancelled.** The Parent/Guardian may not defer start date beyond two weeks from original start date as indicated on registration packet. If two weeks has elapsed and child(ren) has not started, full daycare will be charged the next business day.

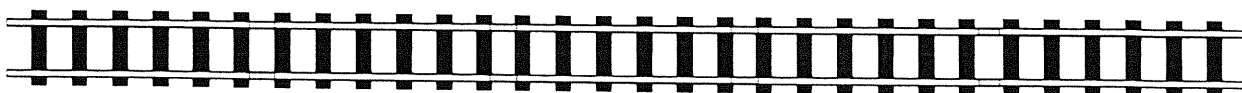
Main Contact Person: The main contact signing the registration packet is solely responsible for payment of all fees and charges. Only the main contact parent may designate and authorize others to pick up children from the Kids Junction program. Only the main contact parent may review, copy and/or authorize release of the children's confidential information or records. All changes regarding the children's records must be done at the Kids Junction site that the child attends. All communication from the City of Rocklin and the Kids Junction program will only be sent to the person designated as the main contact. If there is an additional parent or guardian signature they will have access to child(ren)'s records only.

A pre-enrollment conference is recommended for any child with special needs. Please contact your Program Coordinator/Program Assistant to set up a meeting to discuss how the program can best serve your child.

SPECIALTY CAMPS

Kids Junction participants are given priority registration. Summer registration includes one T-shirt and admittance to special activities/trips and transportation. City of Rocklin Summer Camp shirts are required to be worn on field trips. No registration fee is required for the fall, winter, or spring camps, however, **full daycare for camp days is due at the time of registration.** Camp daycare is nonrefundable unless the program is cancelled. Children are not allowed to bring money on field trips.

Registration materials for specialty camps may be obtained from the Rocklin Sunset Center, 2650 Rocklin Blvd. and all of the Kids Junction sites.



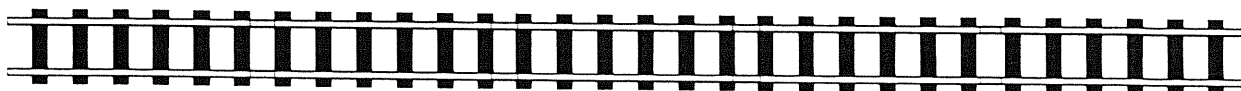
GENERAL INFORMATION & PARENT RESPONSIBILITIES

PROGRAM COORDINATOR/PROGRAM ASSISTANTS

1. Each site is supervised by a Program Coordinator. Whenever the Program Coordinator/Program Assistant are off-site, a fully-qualified recreation leader is on-site, ensuring full coverage and attention to your child.
2. Please refer all questions or information regarding your child, or the program, to the Program Coordinator/Assistant. This includes questions regarding illnesses, schedule changes, etc. If they cannot answer your questions, they will check with the Program Supervisor and get back to you promptly.
3. Please read the monthly newsletter, calendar, and the parent information board at each site for important information or changes that may occur. It is recommended that all parents communicate with the Community Services Program Coordinator/Assistant weekly for program updates or concerns.
4. Please keep the Community Services Program Coordinator/Assistant informed of any changes in your child's routine/environment which may affect him/her while at the program.
5. Anyone interacting with the Kids Junction program, in person or on the phone, must conduct themselves in a respectful and mature manner. Failure to do so will result in the dismissal of your child from the program. Any physical threatening actions or abusive language toward any Kids Junction employee, City of Rocklin employee, or participant of the program will also result in your child's dismissal from the program.

PARENT RELEASE

1. No child may be released to anyone other than persons 16 years of age or older authorized on the Emergency Information form. Children may not leave the program during attendance at Kids Junction, unless they are participating in on-campus supervised programs such as tutoring, sports, scouts, and so forth. If this is the case, an on campus after school activity participation form must be filled out and turned in to the site. **Licensing requires a full signature when signing the children in and out.**
2. Phone authorizations will not be accepted for alternate parties to pick up your child. **Only** authorized parties designated on the emergency form or in a dated note, or fax signed by the parent or guardian will be allowed to pick up your child. Faxes need to be received by the Sunset Center no later than 4pm. **ALL ALTERNATE PARTIES PICKING UP YOUR CHILD WILL BE REQUIRED TO SHOW PICTURED DRIVER'S LICENSE IDENTIFICATION.**



PARENT RESPONSIBILITIES

INFORMATION

1. Emergency and medical forms are kept on file at both the Rocklin Sunset Center and the Kids Junction site. For safety purposes, you will be requested to fill out a new emergency and medical form for each program. Please notify the Program Coordinator or Program Assistant of the site your child is attending of any changes to your home, work, or cell phone numbers, home address, or any other changes to your child's emergency and medical information.
2. We do not encourage children to bring personal items from home. If a child does choose to bring personal items, he or she must be prepared to care for and share the item. No violence-related items will be allowed. Inappropriate items brought to Kids Junction will be kept in the Program Coordinator's care until the end of the day. Children's bikes must remain locked up in the bike rack at all times. Kids Junction IS NOT responsible for any lost, damaged, or stolen items brought from home.

ABSENCE

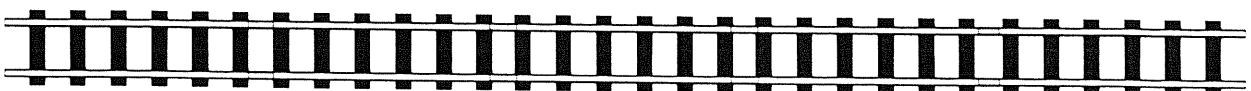
IT IS IMPERATIVE THAT YOU CALL THE SITE IF YOUR CHILD IS GOING TO BE ABSENT. The elementary school office does not notify Kids Junction of any absences. A child who did not attend school, or who was sent home from school for any reason (illness or misbehavior), may not attend Kids Junction until eligible to return to school.

SNACK

Morning and afternoon snack will be provided by Kids Junction. Participants must provide their own lunches.

APPAREL

Our program includes lots of fun activities that your child will enjoy if he or she doesn't have to worry about clothing. **Athletic shoes or closed-toed shoes are recommended.** An extra change of clothing (marked with names) may be kept in your child's backpack.



BILLING POLICY & PROCEDURES

DAYCARE:

1. Daycare is paid monthly, in advance. **Billing statements will be distributed at the Kids Junction sites by the 23rd of each month for services scheduled the following month. Daycare is due the 1st of each month.** If the 1st falls on a weekend or holiday, the due date is the next business day. Daycare will be considered "late" if received after 4:30 p.m. on the due date and a **MINIMUM \$50 LATE FEE PER CHILD** will be imposed on all late daycare payments. **If the account balance is not paid in full by the 10th of the month, your child will be dropped from the program.** Once the account balance is paid in full and a new registration fee of \$75.00 is paid, you may re-register your child after a waiting period of one business day if space is available. Billing statements are generated by staff at the Community Services Office. Direct billing inquiries to 916-625-5200. **Kids Junction Sites are not allowed to accept payments.**
2. **Daycare payments can be made by the following methods:**
 - Online using Visa or Master Card at www.rocklin.ca.us/RecDirect.
Monthly charges post to RecDirect on the 1st of the month.
 - Automatically charged to your Visa or Master Card upon submission of a completed Automatic Payment Service Authorization Agreement. Customers who opt for this service will be provided a monthly bill for information only. For more details contact KJ Billing at the Sunset Center (916) 625-5200.
 - Cash, Check, Visa and Master Card payments are accepted at the Sunset Center located at 2650 Sunset Blvd., Rocklin CA 95677. All payment types are accepted at the Sunset Center during business hours, or checks can be mailed to the Sunset Center or dropped in the drop box located in front of the Sunset Center. Make checks payable to the City of Rocklin.
3. **Habitual late payment of daycare WILL NOT be tolerated.** Habitual late payments received after the due date during a consecutive nine month period may result in dismissal from the program at the discretion of Kids Junction Management.
4. A check returned for insufficient funds will require payment of returned check fees and may result in all future payments to be made by cash, money order or credit card per City of Rocklin policy.
5. Please pick up your child promptly before closing time of 6:00p.m. **Fees for late pick up will be charged to your account as follows:**

1 - 5 minutes late	no charge
6 - 15 minutes late	\$15.00 charge per child
16-30 minutes late	\$30.00 charge per child
31 min. to 1 hour late	\$50.00 charge per child

After 1 hour, the late pick up fee will be \$60 per child, and the police will be notified if parents have not already contacted the program staff. Habitual late pick-ups during a consecutive nine month period may result in dismissal from the program at the discretion of Kids Junction Management.
6. Daycare fees are listed in the registration packet. You will not be charged for days the program is closed. **There will be an additional \$6.00 charge for grades 1-6 and extended kindergartners for each minimum day per RUSD calendar.** Special activity days and camps require full payment at time of registration. Please read the billing policy attached to your registration packet.
7. Receipts may be obtained by paying in person at the Sunset Center. **Record keeping for dependent care reimbursement programs, taxes or other purposes is the responsibility of the parent or guardian.**

FEDERAL TAX ID# 94-6000-408



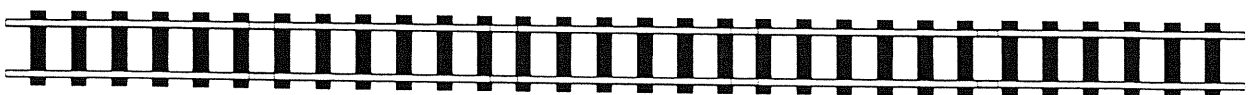
BILLING POLICY & PROCEDURES

SCHEDULE CHANGES, ILLNESS AND VACATION

1. **No credit will be given for days missed.** You will be charged for your scheduled days whether or not your child attends. **All changes of scheduled days must be submitted to the Program Coordinator, in writing, by the 15th of the month to be effective the following month (i.e., changes for October must be turned in and date stamped by September 15).** All changes must be pre-approved and authorized by the Community Services Program Coordinator at the Kids Junction site due to staff/child ratios. Any schedule changes for added days submitted between the 16th and the end of the month will be reflected on the bill two months hence. No credits will be given for cancelled days not requested by the 15th of the month prior to the requested cancellation dates.
2. Schedule changes are subject to space availability at your site and must be approved by the Program Coordinator. **The Sunset Center will not accept or approve forms.**
3. Credit for illness cannot be given unless the period is longer than 3 consecutive days. **Credit will be given starting from the 4th day of illness.** School attendance records or physician's note may be used to confirm illnesses. Adjustments for approved credited days will be made to the next month's bill.
4. **No vacation credits will be offered for the 2010—2011 school year.**
5. Family emergencies or unforeseen circumstances may occur. If requesting a credit on your account, please submit a letter stating your circumstances to the Program Coordinator. You will be notified whether or not your request has been approved.

DROPPING

1. When dropping your child(ren) from the program, you must submit **written notice two weeks prior to the drop date** to the Program Coordinator. If written notice is not submitted, you will be charged for two weeks after the last day of attendance. Drop notices may be obtained at your site and must be turned into your KJ Site only. Payment of daycare must be made in full prior to last day at Kids Junction.
2. If your child drops during any program and you would like to re-register at a later date, you will be considered a new participant and required to re-register with a completed packet, registration fee, and full month's daycare, if space is available.



DISCIPLINE & DISCHARGE POLICY

DISCIPLINE PHILOSOPHY

In dealing with inappropriate or unacceptable behavior, the Kids Junction staff will use a variety of techniques so that they child may regain self-control. Direct communication is the best way to address children. Children pay close attention to words, tone of voice, and body language. Positive interaction between the children and staff is very important.

Clear limits will be set and an explanation for the limit will be given to the child whenever possible. The child will be given choices whenever possible. All decisions will be made with the child's safety and well-being in mind. The staff will listen openly to the child's feelings and offer understanding guidance.

Discipline will be arranged so that the child experiences the natural consequences of his or her behavior. For example, pounding a tennis racket on the pavement would result in losing his or her privilege to play tennis for a determined period of time. Food will not be withheld as punishment (nor use food and toys as bribery). There will be no corporal punishment used on the children.

Inappropriate behaviors meriting discipline include, but are not limited to: causing physical or emotional injury to another child or staff member; disrespectful behavior towards staff, children and personal or Kids Junction property; any disruptive or out-of-control behavior; use of inappropriate language; and failure to follow the staff's instruction.

It is important to view the child's individual accomplishments, and never compare one child with another. Staff will help encourage your child to feel a sense of belonging to the program by stimulating his/her imagination, creativity, and discovering new interests.

STEPS OF DISCIPLINARY ACTION

Reasonable efforts will be made to assist children in adjusting to the program setting. The misbehaving child will be guided to learn to make appropriate behavior choices by using the discipline philosophy listed above. Disruptive behavior will be dealt with in the following manner:

1. When emotions get in the way of effective problem solving, a cool-off period is suggested for the child. The child may choose an individual activity or have a quiet time and, later, will be approached to work on a mutual solution to the problem. If use of a cool-off period is necessary, the set time determined depends on when the child feels he or she is ready to rejoin the group. The child will **NEVER** be left for an unknown amount of time.
2. If misbehavior continues in a single day, the child will be given a cool-off/time-out period to reflect on his or her actions. The child may return to the group activity when he/she feels ready. The parent or guardian will be given written details of the inappropriate behavior at the end of the day. A written report of the incident will be prepared and kept in the child's file.



PROGRAM POLICIES

GENERAL BEHAVIOR RULES

Each Kids Junction site is supervised by a licensed Community Services Program Coordinator/Assistant. Due to the scope of duties performed, they may not always be on site, but a fully-qualified Recreation Leader may supervise in their absence.

1. Children are directed to clean up and pick up after each activity. All materials and equipment used must be returned to their proper storage places. Recreation staff will instruct the children in the proper use and care of equipment and supplies.
2. Children will be supervised by recreation staff while walking to and from the restrooms. Children are not allowed to play or congregate in the restrooms.
3. Children must keep shoes on at all times. Exceptions may include supervised activities such as: swimming, water-play, gymnastics, etc.
4. Site phones are for emergency use only. Children may not make personal calls.
5. The children may bring their cell phones to Kids Junction but they must stay turned off and in their backpacks per the school district rules.
6. Kids Junction abides by all school rules along with Kids Junction rules.

Inside Rules

1. All table games, toys, and books will remain inside or with staff supervision at the picnic tables. (Staff will be specific about explaining play area and game rules to children).
2. Running or bouncing balls inside is not permitted. The exception is organized indoor nerf-style ball games supervised by staff.
3. Children are not permitted to sit or stand on tables or counters. Standing or balancing on chairs is not allowed. The Community Services Program Coordinator's office, desk, kitchen, and storage areas are off limits to children.

Outside Rules

1. Outdoor play is supervised by staff. Staff will teach the children the proper use of all outdoor equipment. Kids Junction and Specialty Camps will use the same playground rules as the school.
2. Children are not allowed to hang off stair/ramp railings. Children are not to climb the fences, throw foreign objects, or jump off equipment. Staff will check the play area daily to make sure it is safe and free of debris.



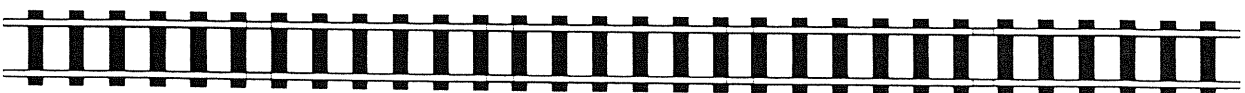
DISCIPLINE & DISCHARGE POLICY

3. If the child's misbehavior is harming himself or others in the program, the parent will be called to pick up the child immediately from the program. If the parent(s) are unable to arrive in a timely fashion, emergency contacts will be called to pick up the child. A written report will be prepared and given to the parent to sign and a copy will be kept in the child's file.
4. If the child receives three written behavior-related incident reports, the child may be suspended from the program for one day, effective immediately. The parents, Program Coordinator, Program Assistant, and Senior Community Services Supervisor may meet in a conference setting to discuss the chronic misbehavior and methods to help the child to make appropriate choices. (If for any reason a child is suspended from the school campus, he/she is also considered suspended from Kids Junction for the same duration of the suspension). **Parents will be responsible for the payment of daycare during the period of suspension. There will be no daycare credits given for period of suspension.**
5. If the child receives a fourth behavior-related incident report, the Program Coordinator will suspend the child immediately, notifying the parent to pick up the child. The Program Coordinator and Program Supervisor will evaluate whether the child will be reinstated or discharged from the program. Parents will be notified in writing of the results of the evaluation. **Parents will be responsible for payment of daycare during the period of suspension and until the child is withdrawn or expelled from the program.**

DISCHARGE POLICY

The City of Rocklin's Kids Junction and specialty camp programs provide a safe and happy environment where the children learn to make appropriate decisions and choices for themselves. The programs cannot serve those children who display chronically disruptive behavior or are unable to control their own basic personal hygiene and/or toileting needs.

1. Chronically disruptive behavior is defined as verbal or physical activity which may include, but not limited to, such behavior that: requires constant attention from the staff; inflicts physical or emotional harm on other children; abuses the staff; ignores or disobeys the rules which guide behavior. If a child cannot adjust to the program setting and behave appropriately, then the child may be discharged.



DISCIPLINE & DISCHARGE POLICY

2. If at any time the severity of the problem is great enough that it could endanger the safety of the child or other children in the program, the Program Coordinator or Program Assistant, after consulting with the Community Services Supervisor, may discharge the child immediately.
3. Any child discharged from a Kids Junction program is no longer eligible to register for any other Kids Junction program or any city-sponsored camp, event, or trip for the remainder of the school year.
4. All children must be toilet trained. After three bathroom accidents there will be a parent meeting and without cooperation your child may be discharged.
5. Any verbal abuse or physical threatening by any parents towards any City of Rocklin employee or participant of the program will result in the immediate dismissal of my child(ren) from the program.

ILLNESSES AND EMERGENCIES

Minor cuts and scrapes that occur at Kids Junction will be washed with soap and water only. Children will be given a bandage to put on themselves, if needed. In case of emergency, as determined by the Program Coordinator or Program Assistant, the paramedics will be called and the parent(s) will be notified immediately.

Children who have any communicable diseases or are ill (fever over 100 degrees or vomiting) should not be brought to Kids Junction, or any camp or trip. When a child becomes ill at the program, the parent will be notified promptly and expected to pick him or her up **within one hour from notification.** Please make sure all emergency names and phone numbers are current.

For the health and safety of everyone in the program, we request that children be symptom-free and have been taking prescribed medication for at least 24 hours before returning to the program. Since children must be physically able to participate in the daily flow of activities, please do not request to have your child remain indoors.

In order to administer medication at the sites, written permission by parents must be given to the Community Services Program Coordinator/ Program Assistant to be kept with the child's records. The medication must be in its original container and clearly labeled for dosage.

Kids Junction follows the same lice policy as the school. The children may attend if there are no "nits" (eggs) present.

If your child has any specific allergies and/or food allergies, please inform the Community Services Program Coordinator as well as write this information on the registration forms and emergency card.



Non-Licensed Specialty Camps and Trip Information

FALL, WINTER, SPRING, AND SUMMER CAMPS

Specialty camps are full-day, non-licensed camps offered during the school Fall, Winter, Spring, and Summer break. These camps are separate from the regular school-year program and are not included in your school year billing statement. The goal of the special full day camp is to provide children entering or enrolled in grades K-6 the opportunity to be involved in a variety of activities that will enhance their existing skills while encouraging new interests, creativity, and expression. The children will learn to make decisions and choices for themselves.

During the camps, we do a lot of fun, messy projects. Please send your child in comfortable clothing. Athletic shoes or closed-toed shoes are recommended. Special water play days may be scheduled so bathing suits and towels will be needed. Please provide sunscreen, a hat, and water bottle for your child while we are outdoors. A lot of outdoor activities are planned so please plan accordingly.

SPECIAL TRIPS

Participants are responsible for their own lunch during camps. Morning and afternoon snack will be provided. Children may not use site appliances to store or heat food items. **It is essential that all clothing, jackets, hats, lunch bags, and backpacks are clearly labeled with your child's name.**

Participants are chaperoned by recreation leaders in small groups while on trips. **For trips during the summer, all participants must wear their Summer Camp shirts.**

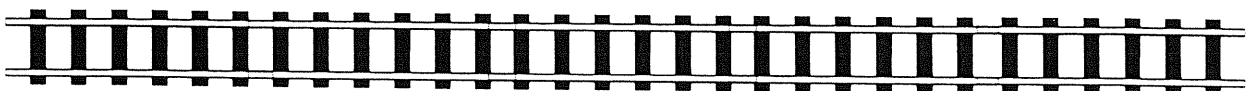
Participants are responsible for their own lunch during the trips, unless otherwise noted. Please do not pack glass bottles or containers. Children should wear comfortable walking shoes, sunscreen, and a hat. Bathing suits, sunscreen, and towels are needed for water trips. Children may not bring money to field trips. The children will not be allowed to be dropped off or picked up from the field trip location.



SAMPLE GENERAL DAILY SCHEDULE SCHOOL YEAR







7:00am	Site opens to children– Indoor free play (*children may not be dropped off before 7:00am*)
7:45am	Snack served (not a complete breakfast)
8:10am	Early Readers, AM Kindergartners are signed out
9:10am	Late Readers are signed out
9:10am-11:40am	Site is closed
11:40am	AM Kindergartners are picked up from school
11:45am	AM Kindergartners are taken to lunch
12:15pm	AM Kindergarten Routine Circle Time / Group Game Kinder Art Quiet Time / Story Time
2:00pm	Early Readers are signed in Inside Play
3:00pm	Late Readers, PM Kindergartners are signed in Group Game
3:15pm	Afternoon Routine Afternoon Healthy Snack Outside Play Sport / Art / Enrichment Activities / Fitness Program Homework Time
5:00pm	Inside / Outside free play
5:30pm	Clean-up time/ Indoor group game
6:00pm	Sites close– All children are to be picked up

(This is a general schedule. Times do vary from site to site due to different school schedules).



August					Pup	Wk
2	3	4	5	6		
9	10	11	12	13		
16	ss17	18	19	20		
23	24	25	26	27		
30	31				11	14
September						
1	2	3				
6	7	8	9	10		
13	14	15	16	17		
20	21	22	23	24		
27	28	29	30		21	21
October						
1						
4	5	6	7	8		
11	12	13	14	15		
18	19	20	21	22		
25	26	27	28	29	21	21
November						
1	2	3	4	5		
8	9	10	11	12		
15	16	17	18	19		
22	23	24	25	26		
29	30				15	16
December						
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6	7	8	9	10		
13	14	15	16	17		
20	21	22	23	24		
27	28	29	30	31	13	13
January						
3	4	5	6	7		
10	11	12	13	14		
17	18	19	20	21		
24	25	26	27	28		
31					20	20
February						
1	2	3	4			
7	8	9	10	11		
14	15	16	17	18		
21	22	23	24	25		
28					18	18
March						
1	2	3	4			
7	8	9	10	11		
14	15	16	17	18		
21	22	23	24	25		
28	29	30	31		23	23
April						
1						
4	5	6	7	8		
11	12	13	14	15		
18	19	20	21	22		
25	26	27	28	29	15	16
May						
1	2	3	4	5		
9	10	11	12	13		
16	17	18	19	20		
23	24	25	26	27		
30	31				21	21
June						
1						
6	7	8	9	10	2	3
Total Student Days					180	
Total Work Days						186

Legend:

-  - Legal Holiday
-  - School Recess/Local Holiday/No School Day
-  - End of Quarter (7-8)
-  - End of Quarter (9-12)
-  - End of Trimester
-  - Conference/Minimum Days
- - Grade 7-12 Articulation Days
- - Staff Development Day (No School)

New Teacher Induction Day:

Aug. 10

Staff Development Day:

Aug. 12

Pre-school Days:

Aug. 13, 16

First Day of School:

Aug. 17

Last Day of School:

June 2, 2011

Last Work Day for Teachers:

June 3, 2011

SCHOOL NOT IN SESSION:

September 6

Labor Day

November 11

Veterans' Day

November 12

Staff Development Day

November 22, 23, 24

Local Holidays

November 25, 26

Thanksgiving/Admission Day **

December 20-31

Winter Break

January 17

Martin Luther King Day

February 11

Presidents Day (in lieu of Lincoln's Birthday)

February 14

Presidents Day (in lieu of Washington's Birthday)

April 18-22

Spring Break

April 25

Staff Development Day

May 30

Memorial Day

**In lieu of Admission Day for Classified

ARTICULATION DAYS:

Mondays

Grades K-6

Selected Mondays

Grades 7-12

(Aug 23; September 13, 20, 27; October 4, 18, 25; Nov. 29; Dec. 6; Jan. 24, 31; Feb. 7, 21; March 21; April 11; May 2)

MINIMUM DAYS:

November 8

1-6 Conference/Grade Preparation

November 15-19

1-6 Parent/Teacher Conference Week

December 16-17

High Schools' End of First Semester

December 17

Winter Break (Minimum Day)

February 28

1-6 Conference/Grade Preparation

March 7-11

1-6 Parent/Teacher Conference Week

March 14

High School's Elective Showcase Night

May 5

Middle Schools' Open House

May 19

All K-6 Open Houses

May 23

1-6 Conference/Grade Preparation

June 1-2

High Schools' End of Second Semester

June 2

Last Day of School

LAST DAY OF QUARTERS (7-8):

October 15

End of 1st Quarter 43

January 14

End of 2nd Quarter 48

March 25

End of 3rd Quarter 47

June 2

End of 4th Quarter 42

LAST DAY OF QUARTERS (9-12):

October 8

End of 1st Quarter 38

December 17

End of 2nd Quarter 43

March 18

End of 3rd Quarter 52

June 2

End of 4th Quarter 47

LAST DAY OF TRIMESTER (K-6):

November 5

End of 1st Trimester 58

February 25

End of 2nd Trimester 60

June 2

End of 3rd Trimester 62

BACK TO SCHOOL NIGHTS:

August 23

High Schools

August 26

Elementary Schools

August 25

Middle Schools

OPEN HOUSE DATES:

March 14 (Elective Show Case Night)

High Schools

May 5

Middle Schools

May 19

All K-6

MIDDLE SCHOOL PROMOTIONAL ACTIVITIES: June 2, 2011 - (Day)**RHS GRADUATION:** June 3, 2011**VHS GRADUATION:** June 1, 2011**WHS GRADUATION:** June 2, 2011**SUMMER SCHOOL:** June 13, 2011 - July 7, 2011**Adopted:****Revised:**